

July 18, 2011

JOB VACANCY

POSITION: Librarian of the Court

DESCRIPTION: Statutory Position (28 U.S.C. §674). The Librarian manages the Supreme Court Library, its 27 employees and a collection of more than 500,000 volumes. The responsibilities of the position include space planning for the Court's main library and its off-site annex; budgeting; selection and acquisition of books and information resources in all formats necessary to support the Court's work; and electronic databases and Millennium ILS systems. The Librarian works with the Counselor to the Chief Justice, Clerk of the Court, Marshal of the Court and Reporter of Decisions as one of five statutory Court officers. The Librarian reports to the Chief Justice and the Court.

QUALIFICATIONS: A law degree and a Masters in Library Science are required. At least ten years relevant managerial experience in a law library utilizing state of the art library information systems is also required. Knowledge of academic or federal law libraries is preferred. The Librarian position requires excellent communication and leadership skills. Employment is subject to successful completion of a security background check.

SALARY: Up to Executive Level II

CLOSING DATE: August 15, 2011 **(close of business)**

TO APPLY, please FAX OF-306*, RESUME AND COVER LETTER to:

Supreme Court of the United States
1 First Street, NE
Personnel Office, Room 3
Washington, DC 20543

Fax number: 202-479-3076

Phone number: 202-479-3404

***Optional Form 306 can be obtained from www.usajobs.opm.gov**